

APPROVED 11/03/2005

At 6:10 pm the meeting was called to order by Chairman Cordes. Present were Selectmen Gene Cordes, Donald Gates Jr, and Peter Bolduc; Town Administrator Heidi Carlson; and MRI representative Joe Lessard.

Selectmen reviewed the agenda. They discussed with Lessard growth in Fremont during the years the Board members have been in office.

At 6:15 pm Selectmen moved to the appointment with Lessard to discuss the 2006 assessing contract and getting on a cycle of quarterly updates for the Town of Fremont.

Lessard discussed two aspects to maintaining assessments. One is to be sure that physical data is accurate and as improvements are made (with or without permits) and keeping the tracked data correct and up to date. The cyclical process keeps that information up to date. In the past Fremont has only done pickups and had revaluations every so many years.

The other aspect, which is just as important, is analyzing sales every year to ensure that everyone is at the same level. Given that, you can do updates on a more frequent basis, if all capes were assessed a different level than other properties in town, and make adjustments as necessary. In addition to that, in five years, we need to be back at 100% (in accordance with state guidelines). By doing the cyclical updates, we are more in line at the times when you have to recertify and be at the 100% level. Assuming the market continues to climb, that if we drop down to a lower than 100% of valuation, that all of the properties maintain at that same level.

This helps to maintain equity every year for everyone, and makes it easier to move everyone to 100% when the certification year comes up.

Lessard then discussed the quarterly inspections that would be done (1/4 of the town to be inspected every year). Lessard would suggest to try and get a number from say, Vision Appraisal, to get an estimate to 100% would be in five years. With this, he suggested that you take that 5th year cost and set aside 1/5 of it every year if something was needed to be done to update in the interim.

Until property owners get used to the process, they can find it cumbersome. It is felt that a solid public relations effort would be necessary to explain to people the process.

The State of NH requirement is that at least once every five years, towns need to be at or near 100%. There is no requirement for a physical inspection on the same cycle.

In the past several years, the raw land values are what have changed the most dramatically. By doing this, you can also make adjustments for the value changes in raw land value versus construction costs, because they change at different rates. The statistical analysis shows you this. The best way to have the best equity is to have a full-blown revaluation every year, which is impractical and cost-prohibitive. The next best way is to do a cyclical update and every fifth year, do a statistical analysis and recalculate all of the value tables. Lessard suggested that the best option is to do that statistical analysis coupled with a field review in the fifth year, with a review process (much like Vision conducted this year at the end of the revaluation).

There was discussion about how this plays out for individual property owners and how some underpay and some overpay and that the quarterly process got the whole town on a regular schedule. There was also a lengthy discussion about the cost factors about for depreciation, and newer materials.

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Neal Janvrin came into the meeting at 6:55 pm.

The estimated cost of the cyclical update is \$13,500 per year for the cyclical update information.

Selectmen did not make a final decision, and Lessard was asked to draft a new contract to look at the scope of work contained in the new proposal. We will also get a price from Vision Appraisal for the fifth year work, to determine the overall cost of the cyclical process versus a full revaluation every five years.

Selectmen thanked Lessard for his time and he left the meeting at 7:10 pm.

At 7:10 pm Department Head time began with Chief Janvrin. Janvrin brought the Board an updated copy of his budget based on the discussion last evening. There were a few wages that had been incorrectly calculated, and have been revised/corrected in this revision. One of the rate error recalculations in the budget which has been corrected, resulting in an approximately \$1,300 reduction in the police department budget.

At 7:20 pm motion was made by Bolduc and seconded by Gates to enter non-public session pursuant to NH RSA 91-A 3 II (c) to discuss a personnel matter. The vote was unanimously approved 3-0.

Janvrin discussed two employee evaluations which have been completed.

At 7:39 pm motion was made by Bolduc and seconded by Gates to return to public session. The vote was unanimously approved 3-0. Selectmen accepted the evaluations for Charles Rand and Reese Bassett as presented by Chief Janvrin and approved the step increase to their anniversary dates, respectively.

At 7:40 pm Guerwood Holmes met with the board to discuss the 2006 proposed highway department budget.

The budget was distributed to all Board members to review, and Holmes read through the line items. Some highlights included:

Salt – used 43 per ton, and the actual cost was later realized today as 43.72, so the number of tons would be lower

Sand – plan that we need 1,000 yards for a winter season and currently have 500 yard stockpiled

Labor – increased by 3% for the cost of living and one step for the full-time employee

Equipment Hire - Increase in rates of \$5 per hour for trucks and equipment to cover the cost of fuel increasing

Signs and posts down \$1,000

Gravel stone and loam combined with shoulder work and in total, down \$500

Hand tools – down \$100 to \$150

Power tools – still pricing out the cost for a new compactor and possibly a roller

Communications – same as this year covers the cost of the department Nextel phones

Big trees – down to \$5,000

Roadside mowing – do it every other year, and it was just completed this year.

Road Agent Salary – increased due to the increase in duties for the Road Agent due to having the full-time employee to work with (provide direction, etc) and provide him rides and move equipment. Holmes outlined some of the duties he is providing every day and indicated he feels that the Town is headed toward a paid full-time person in the position in the future. He indicated he did not want to have the job on that basis, and that it would be a good time to consider changing over to an appointed full-time position.

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At approximately 8:10 pm Philip Peterson came into the Board's meeting and asked for a few minutes of his time to discuss his tax bills, which he said went up this year.

Selectmen explained to him that he can do a comparison between this year and last year, and that he can apply for an abatement if he feels there is an error in his assessment.

Peterson suggested that Town Meeting should be the second week in December. Peterson asked for some tax information, which Carlson will get together for him on Monday and mail out, so he can compare between 2004 and 2005.

Mr Peterson left the meeting at 8:25 pm and Guerwood Holmes returned to the meeting.

Holmes discussed his idea of changing the elected status of Road Agent at the March 2006 Town Meeting, to prepare for the time ahead where a full-time road agent will be needed. Holmes said he would work one more year as the elected road agent and that the next year the Town should make some decisions about moving toward the necessary personnel and growth.

Holmes focused on the growth in roads and developments and the increasing complexity of them (retention ponds, culverts and drainage structures). His overall plan with this budget year is to be looking ahead to the future needs of the Town.

Holmes said that having the one ton truck is paying for itself in the savings in truck rental, and over time, more of this is going to be necessary for the Town and its growth.

Holmes discussed having a highway garage, to house equipment and trucks. He put out the numbers for the price of new six wheel trucks, told the board what a new backhoe would cost, and possibly the price of a heated highway garage, which would house the equipment and some of their tools and such.

Holmes stated several times that he has been the Road Agent 19 years and is ready to slow down his participation in the position. He said he wants to have more time for himself, and it is time for the town to make other considerations.

Selectmen discussed with Holmes the town's procedure on approval for budget transfers. Holmes discussed with the Board his problem with the Brox bill on paving of Tibbetts Road. He indicated that he had to do a lot of digging out unsuitable material, and had to pave it in a different fashion to get the crown in the road done properly.

Selectmen asked Holmes to get the pricing firmed up on the six wheel trucks, a backhoe, and a building, and come back in about two weeks to meet with them again.

At 9:00 pm time was set aside for Brande McLean, but she did not come in for the appointment. She had dropped off a letter earlier in the day, relative for her request for the Selectmen to hold a special election for State Representative position currently vacant.

Selectmen discussed this letter, and reviewed some preliminary information on the pertinent statutes and information from the Town Clerk. Selectmen would like to have more of the cost information together as well, as there is not currently sufficient funding in the election and registration budget to fund two elections. Input from the Town of Epping will also be sought as well.

It was pointed out that there is currently equal representation with one from each the town of Fremont and Epping. Carlson advised the Selectmen that an email request had also come in from Andy Kohlhofer

9:05 pm Peter Gibb, Vice Chairman of the Planning Board, met with the Selectmen to discuss the Governor's Forest project, and discuss some Planning Board questions related to the project.

Gibb indicated that Mr Ferwerda has secured Norway Engineering Associates to work on the drainage issues. The Town has clearly documented its position that the current drainage plan is not working. The most recent storms of October 15th clearly showed that, where materials were washed out onto Route 107 and the Neistorowich driveway culvert was overflowed.

Gibb suggested the Town write a letter to the applicant to put him on notice that this matter is not resolved to the Town's satisfaction. This led to discussion about whether the Planning Board, Selectmen, or perhaps Town Counsel should write this letter. It was felt that the Town should express their position that the current situation is unacceptable and it should be fixed prior to the ground freezing. The abutter Neistorowich has a problem created in her driveway by this runoff, and it also spills out into Route 107.

Cordes suggested that a meeting of the individuals here tonight along with Mr Ferwerda should be set up as soon as possible, preferably next week.

Guerwood Holmes said that he had been out there on October 15th in response to a call from the Sheriff's Office police dispatch. At the time of the complaint, the police department was unavailable and thus the dispatch called Holmes to have him go out to the area to check, even though it is a state road. Holmes called Selectman Bolduc and then called back the NH DOT. The State official could not come out until Monday, at which point he met again with Holmes.

The Neistorowich culvert is fully plugged (a State culvert under her driveway) and the Linda Lane culvert is also plugged. The erosion controls were knocked down due to the flow (from that heavy rain incident) until that land is restored and vegetation is fully in place, it will continue to erode every time it rains.

Selectmen asked to have Thom Roy relay this information to Ferwerda on Monday and ask Ferwerda to come into the Selectmen's meeting next week and discuss what his remedy will be.

It was discussed that Ferwerda does have a drainage easement, but it does not give him the right to leave his sediment behind and have poor erosion controls in place. He does not own all of the land where the easement runs. There is already a foot of sediment collected and the erosion control drainage areas are not fully working and effective because they are so full.

The Town is interested in getting this fixed, permanently, as soon as possible. Gibb said that it is not about the plan or how he is going to do it, but to set a deadline and tell Ferwerda when it is to be completed by.

Gibb and Holmes left the meeting at 9:25 pm.

OLD BUSINESS

1. Selectmen reviewed the minutes for 20 October 2005. Motion was made by Bolduc and seconded by Gates to approve them as written. The vote was unanimously approved 3-0. Selectmen also reviewed a draft of the minutes for October 26th. These will be reviewed again next week.

2. Jeff Rowell has spoken with Leon Holmes Jr about doing some work at the edge of the ballfields where the last dugout is to be constructed. He is also going to make contact with Wayne Copp to see

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about a materials list for that dugout and what he and the FAA are able to contribute toward construction of that dugout.

3. Carlson reviewed with the Board information from Primex on existing workers compensation insurance. A comparable quote will be obtained from the other NH carrier LGC, and if not comparable, the multi-year rate plan with Primex will be validated. The Board left this to Carlson to review and decide prior to November 1st.
4. The Selectmen have asked Chief Janvrin to reconsider some of the wage information submitted, and a final decision on that budget will be left until next week.
5. In follow-up to the meeting last night, the Fire Department budget was recommended with \$500 more added to the cistern and hydrant maintenance line; and \$1,600 added for transportation/mileage costs related to training to be added to the mileage budget.
6. Selectmen signed and sent out memos to the remaining departments who have not yet submitted a budget proposal for 2006.

NEW BUSINESS

1. Selectmen reviewed and approved the accounts payable manifests in the amount of \$36,819.99. Two copies of the manifest were signed.
2. Selectmen signed an appointment for Scott Boisvert as full member of the ZBA to fill vacancy created by Thom Roy's resignation. This was recommended by the ZBA in a vote at their meeting this week. The form was signed and forwarded to the Town Clerk's mailbox.
3. Selectmen signed outgoing correspondence to Carol Locke re: land area questions.
4. There was discussion about elderly exemptions in response to inquiries this week about tax liability. The list of exemption and tax amounts will be consulted next week, and hardship cases considered on a case-by-case basis.
5. Selectmen signed an additional copy of the 2005 property tax warrant for the permanent file.
6. Selectmen reviewed and recommended the Health Officer's budget in the total sum of \$2,000 for the Health Department.
7. Selectmen reviewed and approved a notice to be sent to Veteran's for the Open House on November 10th. These will go out in the mail next week.
8. Selectmen were notified this week that the 2004 Fremont Annual Report won third place in the Local Government Center contest. All selectmen will attend the lunch for acceptance of the award at the conference on November 17th.
9. Selectmen signed an abatement form for a \$500 veteran credit (missed in error) for parcel 03-050; owned by veteran Talbot H Curtin. This was forwarded to the Tax Collector.
10. Selectmen reviewed a letter dated October 6, 2005 from Aids Response Seacoast looking for approval on a list of their funded prevention activities. Selectmen did not sign this release.

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- Selectmen discussed setting a budget worksession for 6:00 pm on Wednesday night if there is a department available to come in that evening to meet. It will be posted regardless.

The next regular Board meeting will be held on Thursday November 3, 2005 at 6:00 pm.

With no further business to come before the Board, motion was made by Bolduc and seconded by Gates to adjourn the meeting at 11:15 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator